

**PORTOLA CITY COUNCIL
MEETING MINUTES**

April 8th, 2015

6:00 p.m.

1. CALL TO ORDER

Mayor Gault called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE

Mayor Gault led the Council in a moment of silence and the reciting of the pledge of allegiance.

3. ROLL CALL

Councilmembers Larrieu, Oels, and VanDahlen, Mayor Pro Tem Powers and Mayor Gault responded to the roll call. City Manager Robert Meacher, City Planner Karen Downs, and City Clerk Melissa Klundby were also in attendance.

4. PUBLIC COMMENT

Terri Woods, identified herself as a citizen of Portola and invited everyone to attend the State of Jefferson meeting at the Memorial Veterans Hall. Terri also addressed the Council concerning a citizen who had come to her to discuss the City's response to a mold problem at their apartment.

Bob Morton addressed the Council with concerns about the current water situation in the state of California and the State discussion over senior water rights.

Larry Douglas commentated on the importance of ethics in public government and the recent April fools article on the City of Portola disincorporation.

5. CITY COMMUNICATIONS

A. City Council/Committee Reports

Councilmember Larrieu reported that there had been no meetings since the last Council meeting.

Mayor Pro Tem Powers reported that he had attended the Juvenile Justice Commission meeting discussing funding for projects for youth in the County.

Councilmember VanDahlen reported that that she is continuing to meet regarding a Farmers Market at the City of Portola Park and that the website ad hoc committee is scheduled to meet on April 20th.

Councilmember Oels reported that he had attended the Plumas County meeting with Assemblymen Dahle and Senator Ted Gaines and that he had placed a call with his office regarding funding for water infrastructure; including the arsenic wellhead treatment and development of Turner Springs. Councilmember Oels also reported on the Biomass Seminar he attended and his visit to the Turner Springs City property. Mr. Oels requested that staff research a pine beetle infestation and its treatment at that property.

Mayor Gault reported that the first "I Love Portola", city cleanup day is scheduled for April 25, 2015.

B. City Manager Communications

City Manager Robert Meacher reported on the following:

- Portola Reporter April fools article on the City of Portola.
- Public Works is building arches with money from the Union Pacific Grant as part of the Council beautification request.
- The Schomac group is looking at changes to the Woodbridge development.
- Blight Removal is still being researched and may require some changes to our City Municipal Code.
- West City entrance welcome sign costs at least 5 k to relocate; staff will work with the new park bond to include that in any future projects/grants.
- The Bank Club has new owners.
- Dollar General is moving forward with plans to open a store within the City of Portola.
- There will be a volunteer appreciation barbeque at West End Park for the firefighters who helped to dig pathways at the park.
- Banners for the City have been designed and purchased, the project was \$23.00 over budget.
- Plans to bring a Farmers Market to Portola are still underway.

Mr. Meacher then asked the Council if they would be interested in a future staff report on implementing an approach that the campaign from Oakridge, Oregon used where the merchants became; “ask the expert”. This approach would involve the Council, community, and local merchants who would wear buttons and promote subjects that they had extensive knowledge about. The Council agreed they liked the concept and City Manager, Meacher said he would continue to work on this idea and present it to the Council at a future meeting date.

C. Staff Communications

None

6. CONSENT CALENDAR

- A. **Minutes** - Adopt the minutes of the Regular City Council meeting held on March 25th, 2015.
- B. **Claims** - Adopt Resolution No. 2242 authorizing payment of claims for the period of March 21st, 2015 through April 3rd, 2015.

Finding no Council or public comment Councilmember Oels made a motion to adopt the minutes of the Regular City Council meeting held on March 25, 2015, adopt R Resolution No. 2242 authorizing payment of claims for the period of March 21st, 2015 through April 3rd, 2015. Councilmember Larrieu seconded the motion and it was unanimously approved.

7. PRESENTATIONS

None

8. ORDER OF BUSINESS

- A. **Proclamation of Youth Week** – Consideration Adoption of Proclamation in Support of Youth Week, May 3rd through May 9th, 2015. Discussion and possible action.

Mayor Gault read the proclamation.

Mayor Pro Tem Powers commended the youth at C. Roy Carmichael for their participation in the “Random Acts of Kindness” Program and congratulated the schools on the recently reported standardized test scores which were reported on in the last edition of the paper.

Finding no public or Council comment Mayor Pro Tem Powers made a motion to approve the Proclamation in Support of Youth Week, May 3rd through May 9th, 2015. Councilmember Larrieu seconded the motion and it was unanimously approved during a roll call vote.

B. Proclamation of Local Emergency Due to Drought Conditions in Portola, California – Review Proclamation. Discussion and/or possible action.

City Manager Robert Meacher presented the Council with information from the state of California on the current drought restrictions and conditions. Staff responded that they would keep the Council apprised of state restrictions and regulations and if new water restrictions were imposed a mass mailing would be sent to all residents of Portola. City Manager Robert Meacher also reported that he would write about the current water restrictions in his article for Feather River Publishing.

Finding no public or Council comment Councilmember Larrieu made a motion to approve the Proclamation of Local Emergency Due to Drought Conditions in Portola, California. Councilmember Oels seconded the motion and it was unanimously approved.

C. Portola Fire Department Request for Contract with Grant Writer – Review and discuss Portola Fire Department request to Contract for Grant Writing Services. Discussion, direction to staff and possible action.

Leah Turner, Community Service Officer presented the Council with information regarding a request by the Portola Fire Department to contract for Grant Writing Services. Leah Turner and Henry Johnson, City of Portola Fire Chief discussed the types of equipment needed by the fire department and the types of grants this grant writer was familiar with.

The Council and the Public discussed coordination with Eastern Plumas Hospital for grant writing services for emergency medical equipment and Leah Turner and the City Manager responded that coordination would be done.

City Manager Robert Meacher also reported that the contract had been reviewed by the City Attorney.

Mayor Pro tem Powers made a motion to approve the contract with the following amendments:

- Invoicing would occur every 30 days
- The contract is not to exceed \$2,600

Councilmember Oels seconded the motion and it was unanimously approved during a roll call vote.

- D. **Adopt A Trail** – Review and discuss proposals/agreement with the United States Forest Service to “Adopt a Trail” and a request for volunteers on National Trails Day. Discussion, direction to staff and possible action.

Staff presented the Council with a contract from the USFS Beckwourth Ranger District for the adoption of a portion of the Lake Davis trail in cooperation with the Rotatory. The Council discussed the two cleanup days scheduled, including Saturday June 6, 2015 National trails Day. Mayor Gault noted that she was not available during the two scheduled trail clean up days. The remainder of the Council noted they would be available.

City Manager Meacher recommended that no more than two Councilmembers work on the trail at any given time and/or that no City business be discussed while Councilmembers were assisting in trail maintenance. Staff noted they would help to coordinate the cleanup dates and times with the Council and Rotary.

Councilmember Oels made a motion to approve the contract as presented with the United States Forest Service to “Adopt a Trail. Councilmember Larrieu seconded the motion and it was unanimously approved.

- E. **Public Comment – 2015/2016 Budget Preparation** – Receive public comment relating to the preparation of the 15/16 City budget. Receive public comment, discussion, possible action and direction to staff.

Mayor Gault asked for public comment relating to the preparation of the 15/16 City budget.

Larry Douglas commented that he is concerned with the General Fund and believes that 100% of the C.O.P.S. grants funds be given to the Plumas County Sheriff’s Department.

Bob Morton commented that he would like to see more funding go to the City of Portola Pool for improvements to the solar power system.

Finding no further public comment Mayor Gault closed the public comment.

9. CLOSED SESSION

None

10. ADJOURNMENT

Councilmember Larrieu made a motion to adjourn the meeting at 7:10 p.m. Mayor Pro Tem Powers seconded the motion and it was unanimously approved.

Respectfully Submitted,

Melissa Klundby, City Clerk